



"Enriching Lives"

LA COUNTY LIBRARY COMMISSION VIRTUAL MEETING

DATE: Wednesday, May 19, 2021

TIME: 10:00 am – 12:00 pm



To participate: To attend the virtual meeting using a laptop or desktop computer, click [Virtual Meeting Link](#) to join at the time of the meeting.

Mobile device users will need to install and use the Cisco Webex Meetings application to access the meeting.

Event Number: 141 398 4655, Attendance Password: rfQmTztH558

To listen only via telephone: Call (213) 306-3065, Access Code: 141 398 4655

AGENDA

1. **Call to Order, Pledge of Allegiance, and Roll Call**
2. **Minutes**
Approval of minutes from the regular meeting on March 17, 2021.
3. **Focus 2020-21 Subcommittee Reports**
Each of the Commission's *Focus 2020-21* Subcommittees will provide a report on their findings and activities towards their respective goals.
 - a. Subcommittee: Tax/Bond Measures and Library Financing
Chair: Corey Calaycay
 - b. Subcommittee: Education/Center of Learning
Chair: Nancy Lyons
 - c. Subcommittee: Philanthropic & Corporate Relations
Chair: Lisa Cleri Reale
4. **Library Commission 2020-21 Annual Report**
Recommendation by the Annual Report Committee of the 2020-21 Library Commission Annual Report.
5. **Library Commission 2021 Election**
Recommendation by the Ad Hoc Nominating Committee to vote on the 2020-21 Election of Officers. Appointments to take effect immediately after the May 19, 2021 meeting.

6. Bylaw Revision Report

The Bylaw Revision Ad Hoc Committee will provide an update on efforts to revise the Library Commission Bylaws.

7. Commissioner Comments/Announcements

Matters not posted on the agenda, to be discussed and (if requested), placed on the agenda for action at a future meeting of the Commission, or matters requiring immediate action because of an emergency situation or when need to take action arose subsequent to the posting of the agenda.

8. Public Comment *(Limited to 3 minutes per speaker.)*

Opportunity for members of the public to address the Library Commission items of interest within the jurisdiction of the Library Commission.

For those who wish to provide live public comment, you must join the virtual Webex meeting as a participant. You may also provide written public comment via email to librarycommission@library.lacounty.gov. Deadline to submit written public comment is Tuesday, May 18, 2021 by 5:00 pm. Please include the agenda item and meeting date in your correspondence. All correspondence received shall become part of the official record.

9. Adjournment***Upcoming Meetings:***

Wednesday, July 21, 2021
10:00 am – 12:00 pm

Wednesday, September 15, 2021
10:00 am – 12:00 pm

Accommodations: For ADA accommodations, such as a sign language interpreter for the virtual meeting or materials in an alternative format, call (562) 940-8462 (voice) or (562) 940-8477 (TTY), Monday - Thursday, 8 am - 5 pm, at least 6 days prior to the meeting date.

Supporting Documentation: Documents distributed to the Commission for this meeting can be made available for public inspection. Supporting documentation is available by appointment at LA County Library Headquarters located at 7400 Imperial Hwy, Downey, California 90242, and may also be accessible on the LA County Library Commission website at lacountylibrary.org/library-commission. To make arrangements, please contact librarycommission@library.lacounty.gov.



May 19, 2021
LA County Library Commission
Virtual Regular Meeting Minutes



Welcome and Pledge

The meeting was called to order at 10:01 am by Chair Corey Calaycay, who then led attendees in the Pledge of Allegiance.

Announcements

Samangi Skinner provided general meeting instructions and some background to attendees, announcing that the May Library Commission meeting is the one that Library's Board Deputies are explicitly invited to attend. She shared that Library Director Skye Patrick and Chief Deputy Director Yolanda De La Ramus were in a budget hearing and would join the Commission meeting later and that Assistant Director Jesse Walker-Lanz would represent them.

Roll Call

Quorum was met.

Commissioners in Attendance: (15) Chair Corey Calaycay, Vice Chair James Allen, Secretary Lisa Cleri Reale, Angelita Medina, Chin Ho Liao, Denise Diaz, Jay Chen, Jim Dear, Jose Luis Solache, Joy Williams, Mary Mendoza, Nancy Kuechle, Nancy Lyons, Reve Gipson, Steve Croft

Library Staff in Attendance: (9) Skye Patrick, Yolanda De Ramus, Jesse Walker-Lanz, Grace Reyes, Debbie Anderson, Samangi Skinner, Lauren Chiatovich, Luis Garnica, Jaclyn Morales

Others in Attendance: (4) Kimberly Ortega (1st Supervisorial District), Chris Ah San (2nd Supervisorial District), Maria Chong-Castillo (3rd Supervisorial District), Gregory Cesena (4th Supervisorial District), Andrea Carroll (Executive Director, Library Foundation)

Approval of Minutes

Commissioner Croft presented a motion to approve the minutes from the regular meeting on March 17, 2021. Commissioner Allen seconded the motion. A roll call vote was held, and the motion was carried unanimously.

Chair Calaycay then asked all the Board Deputies to introduce themselves. Following are those who attended:

- Gregory Cesena, Assistant Deputy for Arts and Culture, Supervisor Hahn's Office, was there on behalf of the Library Policy Director, and stated that it was a pleasure to join the Commission meeting.

- Maria Chong-Castillo, Deputy for Public Works, Supervisor Kuehl’s Office, confirmed that she has been around a long time working with the community and thanked the Commissioners for their work.
- Chris Ah San, Deputy for Justice and Arts & Culture, Supervisor Mitchell’s Office, stated that he is fairly new to the Library portfolio but was delighted to see the libraries reopening this summer as they are critical for young and older residents.
- Kimberly Ortega from Supervisor Solis’ Office attended on behalf of Tami Omoto-Frias, who normally oversees the Library portfolio and stated that she was happy to be at the meeting.

Focus 2020-21 Subcommittee Reports

Chair Calaycay shared with the Board Deputies the background of the Commission’s Strategic Plan and the subcommittee work. Jesse Walker-Lanz commented that the work of the subcommittees is focused on the most challenging area for LA County Library—the impending structural deficit.

Each of the Commission’s Focus 2020-21 Subcommittees provided a final report on their findings and activities towards their respective goals.

Subcommittee: Tax/Bond Measures and Library Financing

Sub-Committee Chair Corey Calaycay thanked his fellow subcommittee members and shared the following highlights:

- 33 of the 39 November 2020 Tax Measures passed, which means that this is still a viable option.
- Altadena Library District waged a successful Measure Z Parcel Tax Initiative and while this is a much smaller area than Los Angeles County, there are potential lessons to be learned:
 - Timing is critical
 - Use of a Foundation 501(c)(3) for support
 - Dedicated consultant support is extremely important at all stages
- Other recommendations include:
 - Completing a needs assessment
 - Any tax should be Countywide, not city by city
 - We should not waste any time in preparing for a future initiative as it can take 18-24 months to properly prepare
 - We should consider a system by which Cities can choose their levels of service

Calaycay opened it up for questions/comments.

- Commissioner Allen thanked the subcommittee for their work and pointed out how much time this type of effort will take and the fact that it will need the support of specialists and consultants who understand the complexity of 49 cities and 86 locations.
- Commissioner Croft also commended the subcommittee and mentioned the additional challenge of what else is on the ballot. He pointed out that we would have to get a feel for this. It’s not easy and it’s very complicated work.

- Commissioner Gipson thought the presentation was quite thorough and excellent.
- Commissioner Mendoza commented that the recommendations are on target, based on the experience in San Fernando which had a measure that passed.
- Maria Chong-Castillo asked if the Commission is planning to pursue a ballot measure. Calaycay clarified that it is one of the ways in which the structural deficit could be erased but with the County in post-COVID recovery, there is no clarity about what the temperature will be for something like this.
- Commissioner Dear asked if the subcommittee would have a hand in formulating the language for the ballot initiative if it moves forward, stating that the way it is written makes all the difference in the world. He also suggested a marketing campaign.

Subcommittee: Education/Center of Learning

Subcommittee Chair Nancy Lyons thanked her subcommittee for their work and shared the three focus areas of the subcommittee's work: Leveraging the Creative Economy, Library as a Center of Learning, and Connecting with Learning Institutions and Decision Makers.

Highlights are below:

- Creative Economy
 - Library is already doing an outstanding job providing information.
 - Best approach is to enhance what is already going on and focus on older adults and teens by improving older adults' technology skills; enhancing Teens Teaching Tech program; creating a drop-in tech help desk utilizing trained volunteers.
 - In addition, the Library could offer classes to adults and older adults on how to take advantage of the creative economy. An example would be how to turn a hobby into a business.
 - Develop marketing kits for Commissioners and others to spread the word about Library opportunities.
- Library as a Public University/Center of Learning
 - Library is already doing an excellent job of serving as a public university.
 - A couple of additional programs might be feasible such as Book Clubs in a Bag, reinstated literacy programs, programs based on community interest, and expanded after school offerings for teens.
- Connect with Learning Institutions and Key Decision Makers
 - Develop stronger connections with K-12 leaders and match up school districts with their local libraries.
 - Strategize how library managers/staff can attend key school board meetings and encourage each superintendent to join the library listserv.
 - Commissioners could create videos about why they support the Library.

Lyons asked her fellow subcommittee members to comment, and they all stated that it was a pleasure to serve on the subcommittee and brainstorm. They also acknowledged the valuable assistance of their Library liaison, Heather Firchow.

Chair Calaycay asked the Board representatives for questions.

- Gregory Cesena thanked the subcommittee and stated that a lot of the recommendations are very much in line with work being done by other County departments. They added that there are clear lines with other departmental partnerships, such as the Department of Workforce Development, Aging, and Community Services (WDACS) and others.
- Chris Ah San thanked the subcommittee.
- Maria Chong-Castillo stated that she appreciated all the research done.

Subcommittee: Philanthropic and Corporate Relations

Subcommittee Chair Lisa Cleri Reale began by thanking fellow subcommittee member Angelita Medina and subcommittee liaison Andrea Carroll, Executive Director of the Library Foundation. She shared the following observations and recommendations:

- Every Library Commissioner and Foundation Director should donate personally and engage in securing outside funding.
- Commissioners and Foundation board members are the most effective ambassadors and need to have access to key data and messaging.
- Each Commissioner and Foundation board member should commit to three action items out of the menu shared in the full report.
- There are many opportunities for individuals to become Library Champions.
- Potential funding lies in six buckets: Corporate, Foundation, Individual Donors, Government, Community (Rotary Clubs, etc.) and other ideas (retail events, etc.)
- Collaboration with the LA County Library Foundation and Library executive team to coordinate and collaborate on asks is critical.

Subcommittee member Medina added examples of how Commissioners can reach out to legislators, colleagues, and others to secure funding or at the very least interest in the Library.

Chair Calaycay opened the floor for questions/comments. All the board representatives thanked the committee for their work.

- Commissioner Liao thanked the subcommittee for a wonderful presentation and pledged to make a \$1,000 donation to the Library Foundation and offered to try hosting a fundraiser. He also asked about possible naming opportunities for rooms inside libraries and inquired about the potential for American Rescue Plan Act (ARPA) funding and Federal Emergency Management Agency (FEMA) funding.
 - Library Director Patrick responded that staff has submitted a very comprehensive budget to the County. She added that the Library has also received some funds back for their contribution to the County's Disaster Service Worker (DSW) program. As for FEMA funding, Patrick explained that it is sometimes realized 3-5 years in the future and will not provide immediate relief.
 - Grace Reyes added that the DSW staff that worked from July to December 2020 are also being considered for reimbursement of approximately \$10 million and this will help defer the structural deficit to Fiscal Year 2025/26. That funding would come from Coronavirus Aid, Relief, and Economic Security Act (CARES) dollars.
 - Patrick added that this is a constant dance of pushing the deficit down the road, but it still has to be addressed.

At this point, Chair Calaycay asked the Board representatives if they would like to share closing comments.

- Gregory Cesena commented that the funding discussion is happening at every County department; each one experiencing a tension because of the multiple services being provided, some due to the pandemic. They stated that the Board of Supervisors understands the Library is not a single service organization and also understands the importance of library locations that are anchors for many communities.
- Maria Chong-Castillo commented that the County is in a very challenging financial period and does indeed have multiple sources of funding arriving from the federal government, but she added that every department is asking the Board for money and that there is a tremendous need for these funds because of the pandemic. She added that Board members know the value of libraries. She also commended the Commission for its dedication and its exploratory ideas about funding and suggested that Commissioners continue to be assertive. She ended by stating that Skye Patrick is representing the Department very well.
- Chris Ah San was delighted to hear about the DSW reimbursement and pledged to follow up on it.

Calaycay thanked the Board representatives and encouraged Commissioners to keep the lines of communication open throughout the year.

Library Commission 2020-21 Annual Report

The Annual Report Ad Hoc Committee Chair Lisa Cleri Reale presented a brief summary of the 2020-21 Library Commission Annual Report, thanking those Commissioners who provided feedback prior to the meeting. She acknowledged Commissioner Allen who provided substantive edits to the section about Bylaws that better reflect the significant work his Bylaws Revision Ad Hoc Committee has completed.

Following the summary, a motion to approve the Annual Report was made by Commissioner Medina and seconded by Commissioner Dear. The motion was approved by a majority roll call vote.

Library Commission 2021 Election

Ad Hoc Nominating Committee Chair Jim Allen thanked the committee members for their work. He reiterated that nominations opened on April 16 and closed on April 30. The committee received three nominations: two for the current slate and one for Lisa Cleri Reale as Secretary. The elected slate of officers will serve from July 2021 to June 2022. A motion to approve the following slate of officers was made by Commissioner Solache and seconded by Commissioner Dear:

- Chair: Corey Calaycay
- Vice Chair: James P. Allen
- Secretary: Lisa Cleri Reale

Upon a roll call vote, the motion was approved. Chair Calaycay thanked the entire Commission, acknowledging how it is building a solid quorum.

Bylaws Revision Report

Bylaws and Ordinance Revision Ad Hoc Committee Chair Jim Allen provided an update on efforts to revise the Library Commission Bylaws and Ordinance. In December the committee produced a draft, working closely with the Library team and County Counsel. In March, the document was submitted to the Board Offices for a preliminary review and the Board returned with questions about the language eliminating sunseting.

Library Director Patrick shared that the reference to the elimination of sunseting is not typical language for any commission bylaws. She stated that the Library Commission was due for its Sunset Evaluation in 2016 but there has been a greater conversation at the Board level on how to address the requirement. For now, the language is a concern for every Board office.

Commissioner Allen proposed a motion to remove the current language related to sunseting in the drafted motion and bylaws, and add language that complies with most commissions, which have 4-year cycles, and then recirculate the draft. The motion was seconded by Commissioner Dear. The motion was approved upon a majority roll call vote.

Public Comment

There was no public comment.

Commissioner Comments/Announcements

Commissioner Lyons shared that the Diamond Bar Friends of the Library's virtual Wine Soiree fundraiser had taken place with great success. Library Director Patrick stated that she's attended one of the Diamond Bar Friends of the Library events and it was one of the best ones she had seen. They've done an exceptional job at this fundraiser that they do every year and their gathering is exceptional—there's a lot to be learned by their organizing.

Commissioner Solache stated that the Lynwood community is very excited that the Lynwood Library is reopening, and he thanked Patrick and Library staff.

Adjournment

Chair Calaycay then adjourned the meeting at 12:02 p.m.